

TO: Department Head

FROM: Nyoka L. Smythe
Registrar

SUBJECT: Firearms Instructor Pre-Qualification Course No. 201127
Friday, July 15, 2011

Officers should report to the Academy's Outdoor Firearms Range at 1230 hours on Friday, July 15, 2011.

Each officer will need to bring 180 rounds of duty ammunition, eye protection, and ear protection with them for use during testing. All officers should report with their duty belts and department approved duty handgun (with no exterior alterations from factory specifications). No type of shoulder holster or cross draw holsters will be allowed on the range. A copy of the course of fire has been enclosed so students can familiarize themselves with it prior to reporting. Qualification test results will be mailed to you. If they request it, students will be allowed one practice round prior to qualifying. This would require an additional 60 rounds of ammunition.

It is the Academy's policy that officers must pass this qualification test to be enrolled in the 40-hour Firearms Instructor Course. Officers are required to fire an average of 285 or better on three attempts. Officers who pass the skills test will be placed on an eligibility list for a period of one year. Should an officer fail, you can make application for him/her to attend a second screening when dates appear on ACADIS.

The Indiana Law Enforcement Academy fee for this course is \$25.00.

If your officer cannot attend this class he must be cancelled within five (5) working days prior to the start of the class or the department will be responsible for payment in full.

Should you have any questions concerning firearms testing, contact Lt. Dave Kipper, of our staff, at (317) 837-3220.

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INDIANA LAW ENFORCEMENT ACADEMY INSTRUCTOR HANDGUN COURSE OF FIRE

When designing a course of fire, which compliments all, makes, models, and ammunition capacities some concessions are made which allow each to be used in training and qualification. Weapon ammunition capacities range from 6 rounds to 18 rounds with many having a number between the two. The following course of fire meets the requirements of the Indiana Law Enforcement Training Board.

60 Round Practical Pistol Course

1st Stage - 3-yard line - 12 rounds - 6 rounds fired one handed with the strong hand and 6 rounds fired one handed with the support the hand. On command load and holster. Shooters may load with 6 or 12 rounds. On command fire 2 shot strings. Six (6) with strong hand only and 6 with the support hand only. Once the weapon clears the holster all firing is completed before weapon is re-holstered. A 10 second delay between strong hand firing and support hand firing will allow shooters a reloading period if necessary. Each 2 rounds will have a 3 second face time. When the stage of fire is completed the command to cease-fire, clear and holster all weapons will be given. When the line is safe the command to move to the 7-yard line will be given.

2nd Stage - 7-yard line - 12 rounds - all 12 rounds fired 2 handed below eye level - 20 second time limit. On command load and holster. Shooters may load with 6 or 12 rounds. On command fire, when firing is completed unload and holster an empty weapon. When the line is safe, the command to move to the 15-yard line will be given.

3rd Stage - 15-yard line - 12 rounds – 6 rounds fired standing point shoulder and 6 rounds fired kneeling - 25 second time limit. On command load and holster. Shooters may load with 6 or 12 rounds. On command fire 6 rounds standing point shoulder and complete by firing 6 rounds in the kneeling position. Kneeling may be 1 or 2 knees down with the elbow supported or unsupported. Cease-fire, unload, stand and holster. When line is safe, the command to move to the 25-yard line will be given.

4th Stage - 25-yard line - 12 rounds – standing barricade, left and right handed - 50-second time limit. On command, load and holster. Shooters may load with 6 or 12 rounds. On command, fire 6 rounds left hand from the left side of the barricade and 6 rounds right hand from the right side of the barricade. Shooter may use the barricade for light support. Cease-fire, unload and holster. When line is safe, the command to move to the 50-yard line will be given.

5th Stage - 50 yard line - 12 rounds - kneeling platform and standing strong hand barricade positions - 70-second time limit. On command, load and holster. Shooter may load 6 or 12 rounds. On command, fire 6 rounds strong hand kneeling platform and 6 rounds standing strong hand strong side barricade. Cease-fire, unload and holster an empty weapon.

Possible Score – 300

Firearms Instructor Requirements – Officer **must** fire 95% or a score of 285. Firearms Instructor Candidates **must** fire 3 times with scores averaging 285 or better.

INDIANA LAW ENFORCEMENT ACADEMY
Information Bulletin for Inservice Students

Parking: All resident students are to park in the student parking lot located on the North Side of the main building of the Academy complex. Commuter students may park in either the North or South parking lots, but not in front (East) of the building. Leave your luggage, clothing and personal articles in your car until you have completed registration.

Registration: Enter the main building through the front door and go to reception area to register, then go immediately to the Quartermaster window.

Tuition: If your course or seminar is of a tuition nature please bring cash, certified check, money order, claim voucher or personal check. Presentation of one of these methods of payment will be required when you register at Quartermaster.

Academy Security: An identification badge will be issued to you and it is to be visibly displayed at all times. (This information bulletin will serve as access authority for newly arriving students until an ID badge is issued.) You will also need to state your ID number to the monitor each time you eat in the cafeteria.

All buildings within the Academy complex are areas of controlled access. Entrance doors into the main building will be kept locked at all times except as follows: Main entrance doors will be open and monitored Monday through Friday 0700 - 1900 hours. Entry is to be through the main entrance only. In-service students may exit through either the North or South doors (adjacent to student parking lots) at the end of the training day.

In-service students have no curfew, however, after 1900 hours the ID badge must be shown to the Staff Duty Officer to gain entrance.

Any attempt to breach security by propping open doors, admitting someone to the Academy through a locked door, etc., may result in immediate dismissal from the Academy.

Dress Code: The Executive Director, through his staff, will refuse classroom/field exercise participation to any person whose dress or cleanliness reflects unfavorably upon that person's employing department, the Law Enforcement Training Board, or the staff of the Indiana Law Enforcement Academy.

Clothing worn must be clean, in good repair, and appropriate for the type of training being presented or received. Shorts, cut-offs, shirts without collars (T-shirts), and sandals are inappropriate during the normal classroom day and in the cafeteria. To avoid embarrassment we ask that you use good judgment in what you wear while at the Academy.

Firearms: No firearm of any type is to be taken into student living quarters. All students in residence will be issued a key to a gun locker for securing firearms. The gun lockers are located in the hallway just south of Quartermaster. Commuter and one-day seminar students are permitted to wear their firearm in classrooms, cafeteria and all common areas. Leaving weapons in vehicles is not recommended. (The maximum security Indiana Reception and Diagnostic Center for convicted felons, Boys' School, and Plainfield Correctional Facility are adjacent to this Academy.)

Dormitory Rooms: Students in residence are expected to maintain their assigned room in a clean and orderly condition. Dormitory rooms are subject to inspection at any time for purposes of safety, sanitation and rule violations. You may want to bring an alarm clock to assist you in arriving on time for classes and formations.

Smoking and Smokeless Tobacco: Smoking or chewing tobacco or dipping snuff is not permitted in any building on the Academy complex. Students may smoke in designated outdoor areas, but chewing and spitting are not permitted on Academy property.

Meals: (Tuition Courses) Meals served during the period of your course are included in the fee paid. You are asked to notify your course OIC if you are not going to eat so food will not be wasted. **PLEASE NOTE: Due to the mandatory cut backs for the ILEA, evening meals will not be served here at the Academy. There are several restaurants in the area and you will be on your own for this meal.**

Additional: No alcoholic beverages are permitted on Academy property except those which are used in approved, scheduled classes. Intoxication on Academy property is grounds for dismissal from training.

Gambling of any kind is forbidden.

Sexual harassment and lewd or lascivious conduct will not be tolerated.

Profane language in common areas, where it may be overheard by children and visitors will be deemed conduct unbecoming an officer.

While officers are driving to and from the Indiana Law Enforcement Academy, they should remember to lead by example and drive responsibly. This assists the ILEA and all of law enforcement in establishing a good rapport with the families in our community.

In-service students are asked to set a positive and professional example for student officers attending basic classes.

NOTE: For complete information on Academy rules and regulations, refer to the Student Handbook on your dormitory desk. If you are a commuter student, copies of the handbook are on file in the Learning Resources Center and at the Quartermaster window.

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